



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

February 7, 2015

The Knightdale Town Council met at 8:30 a.m. at the Knightdale Public Safety Center Training Room, 967 Steeple Square Court, Knightdale, NC.

PRESENT: Mayor Russell Killen; Mayor Pro Tem Mike Chalk; Councilors James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: No one.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Suzanne Yeatts, Administrative Services Director; Jimmy Overton, Finance Officer; Joanna Gombatz, Accounting Operations Manager; Brent Quick, Purchasing Agent; Keith Archambault, IT Administrator; Chris Hills, Planning Director; Jennifer Currin, Senior Planner; Lawrence Capps, Police Chief; Tim Guffey, Fire Chief; Fred Boone, Town Engineer/Public Works Director; Tina Cheek, Parks and Recreation Director; Brian Bowman, Communications Director; Megan Young, Recreation Program Supervisor; Tracy Solomon, Police Captain; Jacqui Boykin, Police Captain; Erin Carden, Administrative Division Manager.

Welcome

Mayor Killen welcomed participants at 9:00 a.m.

FY16 Budget Outlook

Seth Lawless, Town Manager, presented the budget forecast noting changes in revenues and expenditures for the coming year.

Mayor Killen recommended having a plan in place for reduced sales tax revenue.

Employment Forecast Update

Town Manager Seth Lawless presented the employment forecast for the next three years.

Review of FY 2015 Estimated Revenues and Expenditures

Jimmy Overton, Finance Officer, reviewed the Town's financial position as of December 31, 2014 and presented estimated information for the coming fiscal year.

Capital Improvement Plan, Capital Reserve and Capital Project Funds

Finance Officer Jimmy Overton reviewed the current and proposed capital projects and the Capital Reserve Fund.

Mayor Killen asked for detail on Payment in Lieu of Streets.

Parks and Recreation Director Tina Cheek clarified that the underground vault option pump house is part of the splash pad project.

Council discussed the uncertainty of revenues in the coming year which may delay proposed projects including the Mingo Creek/Churchill Greenway Connector, Harper Park improvements, and the consideration of North 40 rather than field 3 improvements.

Planning Matters/Knightdale Station Master Plan Update

Chris Hills, Planning Director, and representatives from CLH Design presented a proposal for a mixed use concept for the Knightdale Station First Avenue corridor.

Mayor Killen spoke in favor of the proposed design and noted that we are in preliminary discussions regarding fiber and providing Wi-Fi to this downtown area.

Council agreed that this is a great project to pursue and that we should be flexible depending upon response to the project with our upcoming budget.

Council directed staff to work on a splash pad with CDBG funds.

Budget Calendar

Town Manager Seth Lawless briefly reviewed the annual budget calendar for fiscal year 2015.

Merger Pro-forma Update

Town Manager Seth Lawless gave an update on the City of Raleigh merger pro forma.

Branding Update

Communications Director Brian Bowman gave an update on the Town's branding efforts.

Joint Use Agreements/Long Range Athletic Fields Plan

Tina Cheek, Parks and Recreation Director, presented information about the Town's joint use agreements and long range plan for athletic fields and recommended pursuing development of the North 40 site.

Council agreed to have the master plan created for North 40 to determine the cost of project.

Planning Matters

Chris Hills, Planning Director, presented the ordinance preference survey results and Council discussed proposed changes to the Unified Development Ordinance.

Economic Development Incentive Policy

Town Manager Seth Lawless discussed the current policy in place and asked for feedback for amending the policy.

Meeting adjourned at 12:37 p.m.



Mayor Russell B. Killen



Town Clerk Suzanne M. Yeatts